

St. Mary's County Department of Social Services
Board of Directors Meeting
May 28, 2013

Attendance:

The regular meeting of the Board of the St. Mary's County Department of Social Services was held on May 28, 2013. Board members in attendance were: Richard Buckler, Chairperson; Lynn Fitrell, Susie Fowler, Ella Somerville and Wanda Brown. Also present were Ella May Russell, Director; Jeanne Schmitt, Assistant Director for Services; Alice Munch, Family Services and Adult Services Program Specialist. Absent: Leisha Wood, Pamala Emplit, Cynthia Brown.

Minutes:

The minutes for the April 23, 2013 meeting were approved with a correction to the Director's Report of the date of the audit exit conference from March 25th to April 25th.

Education Session:

Adult Services—Presented by Alice Munch and Jeanne Schmitt

Adult Services consists of several programs—Adult Protective Services, Guardianship Case Management, In-Home Aide Services, Senior Care, Adult Residential Programs, Developmental and Functional Respite. Board members were given a handout outlining the programs and discussion of each program ensued. The agency has two adult protective service investigators, one located in each office. For FY 2012 to present there have been 190 referrals resulting in 58 investigations and 29 assessments. The agency has six guardianship cases and a waiting list for Senior Care.

Chairperson's Report:

No legislative update.

5K Run Fund Raiser

The Chair requested an update on the 5K Run from Wanda Brown. Ms. Brown reported that she has contacted three people to set-up a meeting to discuss the organization of a 5K.

Upcoming election of Chair and Vice-Chair

Mr. Buckler requested a volunteer(s) to serve as the nomination committee for the annual election of the Chair and Vice-Chair.

After discussion, Mr. Buckler volunteered to act as the nominating committee as he would decline another term as Chair. Mr. Buckler will be polling by e-mail the members for a slate of officers with elections to be held at the June meeting.

Director's Report:

Personnel

Keisha Atlee, Foster Care Program Specialist, will be leaving the agency to become the Director of Williams Life—a private treatment foster home.

Jennifer Voohar as already started at the agency as the new Foster Care Program Specialist. Ms. Voohar did her internship with the agency and went to work with Charles County Department of Social Services and also worked as a Crisis Line worker for St. Mary's.

One vacant position in Child Protective Services has been filled and the person will start in June.

Family Investment

Still recruiting for a Family Investment Specialist. This position determines eligibility for programs within Family Investment.

Services

This year's Foster Parent Appreciation celebration will be held at Camp Maria on June 13th. Invitations to Board Members have been mailed.

Audit Report

The agency has not received a draft audit report to date.

New Business:

The meeting adjourned at 6:50 p.m.

The next meeting will be June 19, 2013.